

29 December 1959
D-R-A-F-T

[REDACTED] : jmc

25X1A9a
[REDACTED]

25X1A9a

Career Service Comments (Section E)
Career Preference Outline

The Career Preference Outline for 25X1A9a [REDACTED] has been reviewed and her desire to remain in general administrative work is considered appropriate.

25X1A9a
It is understood that [REDACTED] will further consider her long-range career interest planning after her husband's college work is completed and his place of employment is determined.

SECRET
(When Filled In)

SUPERVISORY COMMENTS ON CAREER PREFERENCE OUTLINES

TO: Chairman, ORR Career Service Board	SUBJECT: (Name) 25X1A9a <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>
1ST INDORSEMENT	
COMMENTS BY CHIEF (Division or Staff) <p align="center">See Section "I" of attached Career Preference Outline.</p>	
19 March 1958	SIGNATURE
2ND INDORSEMENT	
COMMENTS BY AREA CHIEF (When applicable) <input type="checkbox"/> I CONCUR IN THE (Division) (Staff) CHIEF'S COMMENTS <input type="checkbox"/> AS THE EMPLOYEE IS NOT PERSONALLY KNOWN TO ME, I ACCEPT COMMENTS OF (Division) (Staff) CHIEF <input type="checkbox"/> OTHER (Specify) 25X1A9a <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div> should continue in her present position. More definite plans can be made when employee's husband's job future can be ascertained.	
DATE 24 Feb 1958	SIGNATURE 25X1A9a <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>

FORM 1270
7-57

SECRET

(20-40)

SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

SECTION A. GENERAL			
1. NAME OF EMPLOYEE (Last-First-Middle) <div style="background-color: black; width: 150px; height: 1.2em; display: inline-block;"></div> 25X1A9a	2. DATE OF BIRTH June 23, 1930	3. SERVICE DESIGNATION AR	4. GRADE 7
5. ORGANIZATIONAL TITLE None	6. POSITION TITLE Administrative Assistant	7. OCCUPATIONAL CODE GS-0301.02	8. OFFICE OF ASSIGNMENT ONR/DC/L

SECTION B. CAREER INTERESTS
9. GENERAL TYPE OF ACTIVITY General Administrative Work

10. SPECIFIC TYPE OF ACTIVITY (Including assignments)
A. IMMEDIATE (Within next 1 to 2 years)

I am happy in my present position and believe that I am of most value to the agency in this position. My preference for the next 2 years would be to continue serving in this capacity.

B. LONG-RANGE (Within next 3 to 5 years)

My husband is presently attending the University of Maryland and should graduate in 1960. Whether or not he obtains employment in the immediate area will be the deciding factor in my plans beyond that time.

SECTION C. TRAINING
11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING A. IMMEDIATE (Within next 1 to 2 years)

No training desired at present.

B. LONG-RANGE (Within next 3 to 5 years)

12. ADDITIONAL COMMENTS

25X1A9a

RECOGNIZE THAT THE IMPLEMENTATION OF MY REER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.	13. DATE COMPLETED 13 March 1958	14. SIGNATURE OF EMPLOYEE <div style="background-color: black; width: 100%; height: 2em; display: inline-block;"></div>
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FORM NO. 1030
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Career Outline

(4)

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(When Filled In)

SECTION D.

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15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE

Employee is working during period husband is attending college. Plans beyond that are indefinite as indicated. Quality of employee's work is excellent.

16. RELATIVE TO TRAINING FOR EMPLOYEE

25X1A9a

17.

18. SIGNATURE

19. TITLE

20. DATE

Chief, Map Library Division

19 March 1958

SECTION E.

FOR USE OF CAREER SERVICE

21. COMMENTS

22. TYPED OR PRINTED NAME

23. SIGNATURE

24. TITLE

25. DATE

LEAVE BLANK

SECRET

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